WOODARD &CURRAN

COMMITMENT & INTEGRITY DRIVE RESULTS

Water Conserv II
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June 22, 2017

Mr. David Bass, P. E.
Wastewater Division Manager
City of Orlando
5100 L. B. McLeod Road
Orlando, FL 32811

Mr. Mike Hudkins, P. E.
Manager, Water Reclamation Division
Orange County Utilities
9150 Curry Ford Road
Orlando, FL 32825

Gentlemen:

Woodard & Curran, Inc. is submitting the Revised Proposed FY 2018 Budget for the operation and maintenance of WATER CONSERV II for your review and approval. Please let Scott Ruland know if you have any questions or would like to meet to discuss the Revised Proposed Budget.

Detailed explanations of the proposed budget, category by category, are in the attached FY 2018 Revised Proposed Budget Line Item Explanation. All line items conform to the Orange County Comptroller's current audit guidelines and recommendations.

Also attached are the FY 2018 Revised Proposed Budget, FY 2018 Revised Proposed Scope of Services from WSP, and the FY 2018 Expense Codes document.

The Revised Proposed FY 2018 Budget is 0.2% ($20,625) more than the FY 2017 Budget. The O&M section of the FY 2018 Revised Proposed Budget is 0.1% ($4,825) less than the O&M section of the FY 2017 Budget. The FY 2018 Revised Proposed Renewal & Replacement Program is 155.4% ($776,850) more than the FY 2017 Renewal & Replacement Program. The FY 2018 Revised Proposed Capital Program is 16.8% ($715,625) less than the FY 2017 Capital Program. The FY 2018 Proposed Contingency for OOS Projects/Services is the same as the FY 2017 Budget.

Project staff is fully aware of the City and County's continued efforts to keep costs at the minimum. It is also the responsibility of project staff to make the City and County aware of all items that it feels are necessary for the continued success of the project through the proposed budget. It will be the City and County's final decision as to what is included in the final FY 2018 Budget.

Please feel free to contact Scott Ruland should you have any questions or need additional information.

Yours truly,

Phil Cross

WOODARD & CURRAN, INC.
Phil Cross
Senior Project Manager

Attachments

cc: Paul Deuel, City of Orlando
Mark Ikeler, P.E., Orange County Utilities
Steve Niro, Woodard & Curran, Inc.
Paul Roux, Woodard & Curran, Inc.
Glenn Burden, Woodard & Curran, Inc.
Scott Ruland, Woodard & Curran, Inc.
Steve Schwab, Woodard & Curran, Inc.
Bob Sinatra, Woodard & Curran, Inc.
Sandy Lauture, Woodard & Curran, Inc.

Woodard Curran, Inc.
Water Conserv II
FY 2018 Budget Line Item Explanation

Budget Summary Table

Item	FY 2016 Actual Expenses	FY 2017 Budget	FY 2017 Expenses as of 3/31/17	% Spent as of 3/31/17 (50.00%)	FY 2017 Projected Expenses	FY 2018 Proposed Budget	Change %	Change $	Comments
Labor	$ 1,508,679	$ 1,728,675	$ 753,553	43.6%	$ 1,680,500	$ 1,688,875	-2.3%	$ (39,800)	The proposed reduction in costs is due to the retirement of Project Manager Phil Cross and the planned retirement of Maintenance Chief Bob Sinatra. A 3.5% increase for project staff has also been included.
Utilities	$ 16,483	$ 16,200	$ 8,443	52.1%	$ 16,200	$ 18,600	14.8%	$ 2,400	Increase in costs for telephone and data service and garbage and recycled materials collection services.
Chemicals	$ 3,631	$ 7,125	$ -	0.0%	$ 6,895	$ 10,450	46.7%	$ 3,325	Increase in purchase of herbicides for the Cogongrass control/elimination program.
Repair & Maintenance	$ 316,233	$ 295,650	$ 86,698	29.3%	$ 290,900	$ 323,525	9.4%	$ 27,875	Proposed increase in costs for Mechanical, Electrical, Instrumentation, Vehicle Repair, Equipment Rental and Maintenance Agreements line items.
Supplies & Equipment	$ 13,039	$ 13,300	$ 6,191	46.5%	$ 13,000	$ 14,400	8.3%	$ 1,100	Proposed increase in costs for the Data Collection and Office line items.
Operating Expenses	$ 52,083	$ 65,225	$ 28,775	44.1%	$ 63,225	$ 74,850	14.8%	$ 9,625	Proposed increase in costs for the Dues & Subscriptions, Training & Certifications, On-Site Administrative, Health & Safety and Other Operating Expenses line items.
Outside Services	$ 471,163	$ 1,034,100	$ 395,959	38.3%	$ 45,000	$ 1,025,000	-0.9%	$ (9,100)	Proposed decrease in costs for the Contract Locate Services and WSP line items. Proposed increase in costs for the Groundtek of Central Florida and Other Outside Services line items.
Total O&M Costs	**$ 2,381,310**	**$ 3,160,275**	**$ 1,279,619**	**40.5%**	**$ 3,064,220**	**$ 3,155,700**	**-0.1%**	**$ (4,575)**	**Proposed decreases as outlined above.**
Fixed Fee (5%)	$ 132,425	$ 158,025	$ 79,013	50.0%	$ 158,025	$ 157,775	-0.2%	$ (250)	Proposed decreases as outlined above.
Subtotal of Expenses	**$ 2,513,735**	**$ 3,318,300**	**$ 1,358,632**	**40.9%**	**$ 3,222,245**	**$ 3,313,475**	**-0.1%**	**$ (4,825)**	**Proposed decreases as outlined above.**
Renewal & Replacement	$ 460,777	$ 476,075	$ 176,493	37.1%	$ 475,000	$ 1,215,925	155.4%	$ 739,850	The Renewal & Replacement Line Item changes each budget year depending on the items proposed for approval. Details of the proposed items and their related costs are listed in the Renewal & Replacement section of this document.
R&R Fixed Fee	$ 23,039	$ 23,800	$ 8,825	37.1%	$ 23,750	$ 60,800	155.5%	$ 37,000	See the Renewal & Replacement Line Item above.
Capital Program	$ 1,676,105	$ 4,255,475	$ 351,628	8.3%	$ 4,250,000	$ 3,539,850	-16.8%	$ (715,625)	The Capital Program Line Item changes each budget year depending on the items proposed for approval. Details of the proposed items and their related costs are listed in the Capital Program section of this document..
Capital Program Fixed Fee	$ 83,813	$ 212,775	$ 17,581	8.3%	$ 212,500	$ 177,000	-16.8%	$ (35,775)	See the Capital Line Item above.
Subtotal of Expenses	**$ 4,757,468**	**$ 8,286,425**	**$ 1,913,159**	**23.1%**	**$ 8,183,495**	**$ 8,307,050**	**0.2%**	**$ 20,625**	**Proposed increases as outlined above.**
Contingency For OOS Projects/Services	$ 231,977	$ 238,100	$ -	0.0%	$ 225,000	$ 238,100	0.0%	$ -	The Contingency for OOS Projects/Services Line Item for FY 2018 will remain the same as it was for FY 2017.
Contingency 5% Fixed Fee	$ 11,599	$ 11,900	$ -	0.0%	$ 11,250	$ 11,900	0.0%	$ -	See the Contingency for OOS Projects/Services Line Item above.
Total Budget	**$ 5,001,044**	**$ 8,536,425**	**$ 1,913,159**	**22.4%**	**$ 8,419,745**	**$ 8,557,050**	**0.2%**	**$ 20,625**	**Proposed increases as outlined above.**

Labor

Item	FY 2016 Actual Expenses	FY 2017 Budget	FY 2017 Expenses as of 3/31/17	% Spent as of 3/31/17 (50.00%)	FY 2017 Projected Expenses	FY 2018 Proposed Budget	Change %	Change $	Comments
Direct Labor	$ 784,016	$ 899,300	$ 390,868	43.5%	$ 875,000	$ 878,350	-2.3%	$ (20,950)	Labor charges for all on-site employees. Includes the straight-time portion of the overtime hours. Includes a proposed 3.5% increase for project staff. The proposed decrease in costs is due to the retirement of Project Manager Phil Cross and the planned retirement of Maintenance Chief Bob Sinatra.
Overhead (90%)	$ 705,614	$ 809,375	$ 351,781	43.5%	$ 787,500	$ 790,525	-2.3%	$ (18,850)	Includes all federal government allowable general and administrative expenses incurred that are not specifically identifiable project related costs. The overhead rate is defined as a percentage of total labor costs, excluding overtime premium. Includes a proposed 3.5% increase for project staff. The proposed decrease in costs is due to the retirement of Project Manager Phil Cross and the planned retirment of Maintenance Chief Bob Sinatra.
Overtime	$ 19,049	$ 20,000	$ 10,904	54.5%	$ 18,000	$ 20,000	0.0%	$ -	Labor charges for the premium time portion of the overtime hours. Project staff will need the same amount in FY 2018.
Total Labor	**$ 1,508,679**	**$ 1,728,675**	**$ 753,553**	**43.6%**	**$ 1,680,500**	**$ 1,688,875**	**-2.3%**	**$ (39,800)**	**Includes a proposed 3.5% increase for project staff. The proposed decrease in costs is due to the retirement of Project Manager Phil Cross and the planned retirment of Maintenance Chief Bob Sinatra.**

Utilities

Item	FY 2016 Actual Expenses	FY 2017 Budget	FY 2017 Expenses as of 12/31/16	% Spent as of 12/31/16 (25.00%)	FY 2017 Projected Expenses	FY 2018 Proposed Budget	Change %	Change $	Comments
Telephone	$ 8,924	$ 9,000	$ 4,312	47.9%	$ 9,000	$ 9,600	6.7%	$ 600	Charges for monthly telephone and Internet service. Monthly costs for the service are increasing by $50 per month in FY 2018..
Other Utilities	$ 7,559	$ 7,200	$ 4,131	57.4%	$ 7,200	$ 9,000	25.0%	$ 1,800	Charges for monthly garbage collection services. Monthly charges for these services are increasing in FY 2018 and costs in FY 2017 were under-budgeted slightly.
Total Utilities	**$ 16,483**	**$ 16,200**	**$ 8,443**	**52.1%**	**$ 16,200**	**$ 18,600**	**14.8%**	**$ 2,400**	**Increase in costs for monthly telephone and Internet service and garbage and recycled materials collection service.**

Woodard Curran, Inc.
Water Conserv II
FY 2018 Budget Line Item Explanation

Chemicals

Item	FY 2016 Actual Expenses	FY 2017 Budget	FY 2017 Expenses as of 3/31/17	% Spent as of 3/31/17 (50.00%)	FY 2017 Projected Expenses	FY 2018 Proposed Budget	Change %	Change $	Comments
Sodium Hypochlorite	$ 41	$ 50	$ -	0.0%	$ 45	$ 50	0.0%	$ -	Sodium Hypochlorite is the disinfectant for the potable water system at the Distribution Center. Project staff expects to expend a maximum of $50.00 in this line item in FY 2018.
Other Chemicals	$ 3,590	$ 7,075	$ -	0.0%	$ 6,850	$ 10,400	47.0%	$ 3,325	Purchases of herbicide for weed control on all areas of the project, bait for fire ant control, and pesticides for turnouts, manholes and transformers. Project staff expects to expend the entire amount in this line item and will need an additional $3,325.00 in FY 2018 for purchase of herbicides for the Cogongrass control/elimination program.
Total Chemicals	**$ 3,631**	**$ 7,125**	**$ -**	**0.0%**	**$ 6,895**	**$ 10,450**	46.7%	**$ 3,325**	**Project staff will need an additional $3,325.00 in FY 2018 for purchase of herbicides for the Cogongrass control/elimination program.**

Repair and Maintenance

Item	FY 2016 Actual Expenses	FY 2017 Budget	FY 2017 Expenses as of 3/31/17	% Spent as of 3/31/17 (50.00%)	FY 2017 Projected Expenses	FY 2018 Proposed Budget	Change %	Change $	Comments
Mechanical	$ 34,040	$ 31,050	$ 3,226	10.4%	$ 31,000	$ 36,050	16.1%	$ 5,000	Parts, equipment, services and supplies purchased to repair, maintain or modify mechanical systems. Includes acetylene and oxygen supplies. Project staff expects to expend the entire amount in this line item and recommends a $5,000 increase to the line item in FY 2018 due to inicreases in costs for parts and service and the age of existing equipment.
Electrical	$ 51,435	$ 43,050	$ 6,887	16.0%	$ 43,000	$ 48,475	12.6%	$ 5,425	Parts, equipment, services and supplies purchased to repair, maintain or modify electrical systems. Includes annual vibration analysis for all electric pump motors. Project staff expects to expend the entire amount in this line item and recommends a $5,425 increase to the line item in FY 2018 due to increases in costs for parts and services and the age of existing equipment.

Item	FY 2016 Actual Expenses	FY 2017 Budget	FY 2017 Expenses as of 3/31/17	% Spent as of 3/31/17 (50.00%)	FY 2017 Projected Expenses	FY 2018 Proposed Budget	Change %	Change $	Comments
Instrumentation	$ 82,567	$ 87,100	$ 37,262	42.8%	$ 87,000	$ 92,300	6.0%	$ 5,200	Parts, equipment, services and supplies purchased to repair, maintain or modify instrumentation systems. Includes SCADA system and PC maintenance and supplies; cell phone, Distribution Center Phone System and gas detector maintenance; SCADA system and PLC maintenance programming; database on-site tech support, project server and network tech support and maintenance; and data collection, electrical and instrumentation equipment repair and calibration. Project staff expects to expend the entire amount in this line item and recommends a $5,200 increase to the line item in FY 2018 due to increases in costs for parts and services and the age of existing equipment.
Buildings & Grounds	$ 24,632	$ 22,500	$ 10,128	45.0%	$ 22,000	$ 22,500	0.0%	$ -	Parts, equipment, services and supplies purchased to repair, maintain or modify buildings and grounds. Project staff expects to expend the entire amount in this line item and will need the same amount in FY 2018.
Small Equip. & Tools	$ 7,023	$ 6,000	$ 1,149	19.2%	$ 5,750	$ 6,000	0.0%	$ -	Equipment, tools, instruments and devices needed to operate, maintain and test project components. Project staff expects to expend the entire amount in this line item and will need the same amount in FY 2018.
Vehicle Repair	$ 22,486	$ 20,000	$ 10,937	54.7%	$ 19,000	$ 22,500	12.5%	$ 2,500	Parts for and repair services performed on project trucks and SUVs. Project staff expects to expend the entire amount in this line item and recommends a $2,500 increase to the line item in FY 2018 due to increases in costs for parts and service and the increasing age of the vehicles.
Lubricants	$ 3,008	$ 4,500	$ 338	7.5%	$ 4,000	$ 4,500	0.0%	$ -	Oils and greases consumed in the operation, maintenance and lubrication of project equipment. Project staff expects to expend the entire amount in this line item and will need the same amount in FY 2018.
Equipment Rental	$ 19,182	$ 17,200	$ 3,786	22.0%	$ 16,000	$ 17,600	2.3%	$ 400	Lease or rental of equipment and tools necessary to operate and maintain the project. Includes the copier and postage machine. Project staff expects to expend the entire amount in this line item and recommends a $400 increase to the line item in FY 2018 due to increase in costs for the project's copier.
Maintenance Agreements	$ 32,321	$ 25,400	$ 2,393	9.4%	$ 25,400	$ 34,750	36.8%	$ 9,350	Continuing service agreements for project equipment and computer programs. Project staff expects to expend the entire amount in this line item and will need an additional $9,350 in FY 2018 due to the addition of 3 new maintenance agreements and a slight increase in 5 existing agreements.

Item	FY 2016 Actual Expenses	FY 2017 Budget	FY 2017 Expenses as of 12/31/16	% Spent as of 12/31/16 (25.00%)	FY 2017 Projected Expenses	FY 2018 Proposed Budget	Change %	Change $	Comments
Other Repair & Maintenance	$ 39,538	$ 38,850	$ 10,592	27.3%	$ 37,750	$ 38,850	0.0%	$ -	Parts for, repairs to, and maintenance of grounds maintenance equipment, tractors and implements, and heavy equipment. Project staff expects to expend the entire amount in this line item and will need the same amount in FY 2018.
Total Repair & Maintenance	**$ 316,233**	**$ 295,650**	**$ 86,698**	**29.3%**	**$ 290,900**	**$ 323,525**	**9.4%**	**$ 27,875**	**Project staff expects to expend the entire amount in this line item and will need an additional $27,875 in FY 2018 to cover increased costs in the Mechanical, Electrical, Instrumentation, Equipment Rental and Maintenance Agreements Line Items.**

Supplies and Equipment

Item	FY 2016 Actual Expenses	FY 2017 Budget	FY 2017 Expenses as of 12/31/16	% Spent as of 12/31/16 (25.00%)	FY 2017 Projected Expenses	FY 2018 Proposed Budget	Change %	Change $	Comments
Data Collection	$ 7,014	$ 6,050	$ 3,118	51.5%	$ 6,000	$ 6,650	9.9%	$ 600	Supplies, equipment, and services purchased to perform data collection and monitoring functions of reclaimed water, surface water and groundwater. Project staff expects to expend the entire amount in this line item and will need an additional $600 in FY 2018 to cover expected increase in costs for supplies and equipment for this line item.
Office	$ 4,271	$ 4,000	$ 2,797	69.9%	$ 3,800	$ 4,500	12.5%	$ 500	Supplies consumed or equipment purchased in administration of record keeping and office work. Project staff expects to expend the entire amount in this line item and will need an additional $500 in FY 2018 to cover expected increase in costs for supplies and equipment for this line item.
Other Supplies & Equipment	$ 1,754	$ 3,250	$ 276	8.5%	$ 3,200	$ 3,250	0.0%	$ -	Purchases of supplies and equipment not covered above. Includes janitorial items. Project staff expects to expend the entire amount in this line item and will need the same amount in FY 2018.
Total Supplies & Equipment	**$ 13,039**	**$ 13,300**	**$ 6,191**	**46.5%**	**$ 13,000**	**$ 14,400**	**8.3%**	**$ 1,100**	**Project staff expects to expend the entire amount in this line item and will need an additional $1,100 to cover increasing costs for Data Collection and Office.**

Operating Expenses

Item	FY 2016 Actual Expenses	FY 2017 Budget	FY 2017 Expenses as of 3/31/17	% Spent as of 3/31/17 (50.00%)	FY 2017 Projected Expenses	FY 2018 Proposed Budget	Change %	Change $	Comments
Dues & Subscriptions	$ 1,213	$ 2,600	$ 244	9.4%	$ 2,500	$ 2,750	5.8%	$ 150	Fees for membership dues and subscriptions for project staff and the project. Project staff expects to expend the entire amount in this line item and will need an additional $150 in FY 2018 to cover the expected costs for dues and subscriptions. The amount in this line item can increase or decrease each year in direct relationship to the need for the various dues and subscriptions.
Training & Certifications	$ 6,653	$ 3,800	$ 2,120	55.8%	$ 3,800	$ 7,625	100.7%	$ 3,825	Fees for training and certifications for project staff. Project staff expects to expend the entire amount in this line item and will need an additional $3,825 in FY 2018 to cover the costs for the required training and certifications. The amount in this line item can increase or decrease each year in a direct relationship to the need for required training and certifications.
Travel	$ 1,381	$ 850	$ 73	8.6%	$ 750	$ 575	-32.4%	$ (275)	Fees for travel expenses for project staff for training and project-related work. Project staff expects to expend the entire amount in this line item and will need $275 less in FY 2018 to cover the costs for the required travel. The amount in this line item can increase or decrease each year in a direct relationship to the need for required travel.
On-Site Administrative	$ 16,932	$ 12,650	$ 8,153	64.5%	$ 12,650	$ 16,000	26.5%	$ 3,350	E-Pass, postage, Sunshine One-Call, shipping (UPS, Airborne or Federal Express), printing, post office box rental, and bank service charges. Project staff expects to expend the entire amount in this line item and will need an additional $3,350 in FY 2018 to cover the expected increase in the Tolls & Parking and Sunshine One-Call Program costs.
Health & Safety	$ 7,743	$ 12,550	$ 5,245	41.8%	$ 11,775	$ 13,525	7.8%	$ 975	Supplies, equipment and services to operate and maintain the health and safety program at the project. Project staff expects to expend the entire amount in this line item and will need an additional $975 in FY 2018 to cover the increase in costs for the annual health & safety program.
Other Operating Expenses	$ 18,159	$ 32,775	$ 12,940	39.5%	$ 31,750	$ 34,375	4.9%	$ 1,600	Permits, bonds, insurance, meeting expenses, overtime meal expenses, public relations materials, and other expenses not covered above. Project staff expects to expend the entire amount in this line item and will need an additional $1,600 in FY 2018 to cover the increase in costs for the annual health & safety program.

Item	FY 2016 Actual Expenses	FY 2017 Budget	FY 2017 Expenses as of 3/31/17	% Spent as of 3/31/17 (50.00%)	FY 2017 Projected Expenses	FY 2018 Proposed Budget	Change %	Change $	Comments
Total Operating Expenses	**$ 52,083**	**$ 65,225**	**$ 28,775**	**44.1%**	**$ 63,225**	**$ 74,850**	**14.8%**	**$ 9,625**	**Project staff expects to expend the entire amount in this line item and will need an additional $9,625 to cover increasing costs in the Dues & Subscriptions, Training & Certifications, On-Site Administrative, Health & Safety and Other Operating Expenses line items.**

Outside Services

Item	FY 2016 Actual Expenses	FY 2017 Budget	FY 2017 Expenses as of 3/31/17	% Spent as of 3/31/17 (50.00%)	FY 2017 Projected Expenses	FY 2018 Proposed Budget	Change %	Change $	Comments
Groundtek of Central Florida, Inc.	$ 274,002	$ 334,950	$ 105,403	31.5%	$ 325,000	$ 354,425	5.8%	$ 19,475	Professional services for all land management and grounds maintenance activities that include, but are not limited to: cultivating RIB bottoms; mowing well routes and fence lines; the annual mowing of all project properties; herbiciding fence lines, RIB bottoms and RIB tops; Transmission Main and Distribution Network ROW maintenance and structure maintenance; and grounds and landscape maintenance at the Distribution Center, RIB Site 6 Control Building and designated ROWs. Project staff expects to expend the entire amount in this line item in FY 20175 and will need an additional $19,475 in FY 2018 to cover a 3% increase in the planned routine activities and an increase in the herbicide program for the control/elimination of the invasive Cogongrass.
Outside Painting Services	$ 68,625	$ 75,000	$ 38,640	51.5%	$ 75,000	$ 75,000	0.0%	$ -	Professional services for the painting of all project buildings, above-ground and in-ground structures and exposed piping. Project staff expects to expend the entire amount in this line item and will need the same amount in FY 2018.
Contract Locate Service	$ 37,312	$ 72,000	$ 18,657	25.9%	$ 45,000	$ 45,000	-37.5%	$ (27,000)	Professional services of a contractor to perform all locate-related services for the project. Project staff does not expect to expend the entire amount in this line item and proposes to decrease the line item to $45,000 in FY 2018.

Item	FY 2016 Actual Expenses	FY 2017 Budget	FY 2017 Expenses as of 3/31/17	% Spent as of 3/31/17 (50.00%)	FY 2017 Projected Expenses	FY 2018 Proposed Budget	Change %	Change $	Comments
WSP	$ -	$ 447,250	$ 184,214	N/A	$ 447,000	$ 431,450	N/A	$ (15,800)	Professional services of the project's water resources consultant for O&M-related tasks. Please refer to WSP's attached proposed scope of services for details. The proposed $15,800 decrease is due to the elimination of the monitoring of threatened and endang-ered plants and animals in Site 6, excluding the Gopher Tortoise Conservation Area and the placement of some subconsultants' services under W&C instead of WSP.
Design Surveys - Monthly Monitoring of Lake Levels of 10 Designated Lakes	$ -	$ -	$ -	0.0%	$ -	$ 15,000	N/A	$ 15,000	Professional services for the monthly monitoring of lake levels of 10 designated lakes. The requested amount for FY 2018 ($15,000) is for the consultant's professional services. This is a new line item for FY 2018. Previous years' services were included under WSP.
E Sciences - Monitoring and Documentation of Gopher Tortoise Conser-vation Area and Sand Skink Habitat Conservation Plan	$ -	$ -	$ -	0.0%	$ -	$ 8,550	N/A	$ 8,550	Professional services for the monitoring and documentation of the Gopher Tortoise Conservation Area and Sand Skink Habitat. The requested amount for FY 2018 ($8,550) is for the consultant's professional services. This is a new line item for FY 2018. Previous years' services were included under WSP.
Outside Services for WC II Operations Database Maintenance & Support	$ 18,975	$ 20,000	$ 18,860	N/A	$ 19,500	$ 8,500	-57.5%	$ (11,500)	Professional services for the WC II Operations Database software development, modification, maintenance, upgrade and programming. Professional services for the development, modification and maintenance of required reports for the reclaimed water and groundwater programs that are generated from the Operations Database. The requested amount for FY 2018 ($8,500) is for the consultant's professional services only.
Casual Labor	$ 26,716	$ 31,800	$ 13,455	N/A	$ 30,000	$ 31,800	0.0%	$ -	Expenses for casual labor services for labor as needed for (1) land management and grounds and structure maintenance activities at the Distribution Center, RIB Site 6 Control Building, RIB and expansion sites, and the Distribution Network and Transmission Main and (2) assistance with mechanical, electrical and instrumentation PM's and CM's throughout the Distribution Network and Transmission Main. Project staff expects to expend the entire amount in this line item and will need the same amount in FY 2018.

Item	FY 2016 Actual Expenses	FY 2017 Budget	FY 2017 Expenses as of 3/31/17	% Spent as of 3/31/17 (50.00%)	FY 2017 Projected Expenses	FY 2018 Proposed Budget	Change %	Change $	Comments
Other Outside Services	$ 45,534	$ 53,100	$ 16,730	N/A	$ 52,000	$ 55,275	4.1%	$ 2,175	Uniform purchases, cellular telephone services, annual audit, Lake/Orange County "Weather Watch" program services, Meteorlogix Weather Service package, contract locate services, Water Conserv II web site hosting fees, building pest control services, and courier services for the delivery of samples to the OCU Lab. Also, costs associated with backhoe and front-end loader services that cannot be handled by the project's backhoe and front-end loader. Project staff expects to expend the entire amount in this line item and will need an additional $2,175 in FY 2018 to cover increased costs for cell phone service and the annual audit.
Total Outside Services	**$ 471,163**	**$ 1,034,100**	**$ 395,959**	**N/A**	**$ 993,500**	**$ 1,025,000**	**-0.9%**	**$ (9,100)**	**Project staff proposes a reduction in Total Outside Services of $9,100 for FY 2018. See the individual line items above for details.**

Renewal & Replacement Program

Mechanical:

Item	Amount	Reason
Replacement of 30-Inch Isolation Valve on Sandhill Road East of Rex Road	$ 61,400	During the relocation of Surge Facility 5S-02 to Turnout 8T-05 in FY 2016, it was determined that the 30-inch isolation valve on Sandhill Road immediately east of Rex Road was not able to isolate the line west of the valve. A valve located on CR 545 south of Sandhill Road had to be used to successfully isolate the Sandhill Road line. Project staff recommends the replacement of the failed valve in order to be able to successfully isolate the pipeline on Sandhill Road west of this valve.
Replacement of Failed Auma Units with Flow Control Valves.	$ 50,000	Project staff began replacing failed Auma units at RIB Flow Control Structures with Flow Control Valves in FY 2014. Auma units work best in an enclosed/indoor atmosphere. In the RIB sites, the units are exposed to all of the elements and experience increase maintenance costs (failed electrical components). Flow Control Valves work well indoors or outdoors, the only electrical component is a solenoid, and maintenance costs are very low. To be able to continue the replacement program, project staff proposes to continue to purchase Flow Control Valves that are no longer available from stock or turnouts that are no longer in service.
Replacement of 5 Backflow Preventer Assemblies at Supplemental Wells (Phase 2 of 5)	$ 50,875	The backflow preventer assemblies at the supplemental wells are 30 years old and repair parts are becoming nearly impossible to locate. In FY 2017, project staff proposed a 5-phase program to replace the 25 backflow preventer assemblies at the supplemental wells. FY 2017 was Phase One of this project. FY 2018 will be Phase Two of the project.
Total Mechanical	**$ 162,275**	

Electrical:

Item	Amount	Reason
2 - Replacement Batteries for Project Solar Systems	$ 1,525	During FY 2016, project staff begun the installation of solar systems at selected turnouts and RIBs. The batteries for these units are expensive and take several weeks to secure. Project staff proposes to purchase two batteries during FY 2018 for spares for replacement of the original batteries in the case of failure.
2 - Replacement Solar World 285 Solar Panels	$ 875	During FY 2016, project staff begun the installation of solar systems at selected turnouts and RIBs. The solar panels for these units are expensive and take several weeks to secure. Project staff proposes to purchase two solar panels during FY 2018 for spares for replacement of the original panels in the case of failure or damage.
5 - Soft-Start Units for Supplemental Wells (Phase 5 of 5)	$ 40,000	The project's 25 supplemental wells are equipped with soft-start units. The current units are nearing the end of their life expectancy. This particular unit is no longer made and repair parts are becoming harder to find and more costly. FY 2018 will be the final phase of the original 5-phase project.
Total Electrical	**$ 42,400**	

Instrumentation:

Item	Amount	Reason
12 - CTI Ethernet Modules	$ 35,100	The current ten (10) MTUs have Siemens 505 PLCs. Project staff is proposing the replacement of the existing MTU radios in FY 2018. These CTI Ethernet Modules are needed to be able to communicate with the new MTU Ethernet radios. A total of 12 are recommended for purchase. Two will be kept as spares.
5 - Rosemount Pressure Transmitters (Model 3051)	$ 11,700	Some of original pressure transmitters are reaching the end of their life expectancy. Project staff expects to use these new units during FY 2018 in the replacement of the original units.
5 - MTU Omni Antennas	$ 6,425	Some of original omni antennas are reaching the end of their life expectancy. Project staff expects to use these new units during FY 2018 in the replacement of the original units.
6 - Allen Bradley Micrologix Expansion Modules	$ 2,100	Project staff has proposed a 5-phase replacement program for the project's RTU PLCs. Project staff recommends the purchase of six modules as spares for the new Allen Bradley Micrologix PLCs.
2 - Allen Bradley Micrologix PLCs	$ 2,000	Project staff has proposed a 5-phase replacement program for the project's RTU PLCs. Project staff recommends the purchase of two additional units as spares.
Upgrade of MTU Radios	$ 64,075	The original ten (10) MTU radios are nearing the end of their life cycle; the the units are no longer manufactured and parts are very hard to find. The current radios are serial units; the new radios are Ethernet units. They are faster and allow for remote programming. Project staff recommends this replacement be done all in one phase.
Replacement/Upgrade of Project RTU PLCs (Phase 1 of 5)	$ 100,100	The original RTU PLCs (S7-200) are reaching the end of their life expectancy. These units are approachiing 30 years of age. The S7-200 is no longer manufactured or supported by Siemens. The S7 software is only compatible with Win XP or older, will not work on Win 7 or newer. The current new stock of S7-200 hardware is getting hard to find and costs are rising. The older versions of the S7-200 are not compatible with the newer versions. Project staff recommend the replacement of these units with Allen Bradley Micrologix PLCs. Due to the cost of replacement, project staff also recommend this work be completed in 5 phases. FY 2018 will be Phase 1. A total of 130 units need to be replaced. Project staff proposes to replace 30 units per year.
Replacement of Network Server Storage Device	$ 29,125	The project's current Network Server Storage Device is nearing the end of its life expectancy. The current unit is approximately eight years old. The manufacturer no longer supports this device and parts are becoming harder to find and more expensive. Project staff recommends the replacement of this device with a new unit with greater storage capabilities.
Total Instrumentation	**$ 250,625**	

Building & Grounds:

Item	Amount	Reason
Sign & Structure Maintenance = Project Advisory Signage, Transmission Main, Distribution Network, Distribution Center, RIB Site Structure & Roadway, and Distribution Center and RIB Site 6 Control Building Parking Lot Maintenance	$ 217,625	Replacement of the deteriorated, damaged or missing reclaimed water advisory signs is on-going in order to remain in compliance with FDEP rules. "No Trespassing" signs are replaced in order to remain in compliance with Florida's No Trespass law. Transmission Main, Distribution Network, Distribution Center, RIB Site Structure & Roadway & Parking Lot Maintenance is an on-going item. The majority of this work is done by outside contractors. Project staff expects to expend the entire amount in this line item ($207,250) during FY 2017 and is proposing a five percent (5%) increase in FY 2018 due to the aging of project structures and equipment and the rising costs of repair.

Item	Amount	Reason
Annual Transmission Main Test Station Potential Survey	$ 9,000	Southern Cathodic Protection has recommended that the Water Conserv II Transmission Main be monitored annually to ensure that the piping remains in excellent condition. The annual survey will pinpoint spots in the piping that are beginning to show signs of degradation so that corrective measures can be taken long before a catastrophic failure of the piping.
Transmission Main Bell-Hole Surveys	$ 123,200	Within the past two years, Southern Cathodic Protection has conducted two bell-hole surveys on the steel portion of the Transmission Main and found some degradation of the 3-layer protective coating. All areas of degradation were properly repaired. Southern Cathodic Protection feels that additional bell-hole surveys should be done to ensure Transmission Main piping integrity. Project staff is recommending a total of four (4) bell-hole surveys be completed in FY 2018 to meet clients recommendations for the FY 2018 Budget. Southern Cathodic Protection had originally recommended a total of ten (10) bell-hole surveys be performed. Project staff will recommend additional bell-hole surveys be performed in FY 2019.
Replacement of 3 Missing Corrosion Monitoring Stations	$ 46,200	Southern Cathodic Protection has recommended the replacement of three missing corrosion monitoring stations on the Transmission Main to maximize their ability to accurately detect any potential defects in the pipeline.
Maintenance of RIB Tops & Bottoms (Relocating/Leveling of Wind-Blown Sand) - Phase 3	$ 150,000	Sand blowing out of the RIB bottoms continues to be a problem. Large amounts of sand have been blown out of the RIB bottoms. These funds will pay for the sand that has been blown upon the liners and out of the bottoms and onto the tops to be removed and placed back in the bottom. The bottoms will then be leveled. This work will be done on an hourly basis, which is the most cost-effective method to get the job done. RIB Site 3, RIB Site 4, RIB Site 5, and a small portion of RIB Site 2 was completed in Phase 1. RIB Site 2 was completed in Phase 2. Phase 3 will begin in FY 2018 with RIB Site 7 and then move to RIB Site 6. It is anticipated that RIB Site 6 will not be completed in Phase 3. A fourth phase will be needed in FY2019 to complete RIB SIte 6 and this project.
Removal of Buildings and Structures at the MFCF	$ 156,125	The Mid Florida Citrus Foundation plans to cease operations, effective May 31, 2017. They are not planning for any cleanup of the property prior to their departure. There are several buildings and structures (water tank, chemical injection facilities, and canker wash stations) that will remain on the property after the Foundation's departure that will need to be removed and disposed of. Project staff recommends approval of these funds in order to properly restore the site to its orignal condition prior to lease by the Foundation.
Removal & Chipping of Eucalyptus at MFCF, Site 3 and Site 2	$ 6,875	The Mid Florida Citrus Foundation plans to cease operations, effective May 31, 2017. The windbreak experiments that were planted at the Foundation several years ago will need to be removed and the land restored. Project staff recommends the removal and chipping of the the material for use as fuel at a power plant in Brooksville. The stumps will then be removed, piled and burned by project staff. RIB Site 2 and RIB Site 3 also had a windbreak experiment installed several years ago. The expected results were not achieved and project staff recommend the removal of these experiments at the same time. Removal of these experiments will reduce current maintenance costs at both sites. The costs for the removal and chipping of the material will be less than if this material had to be removed and burned on site with the stumps. Project staff recommends this work be approved.
Herbicide Assistance & Mapping	$ 3,250	FY 2018 will be the third phase of the Cogongrass control/elimination plan for all WC II properties. Project staff proposes to use Forest Environmental Solutions, LLC for assistance with mapping any new areas of Cogongrass and general oversight of the herbicide program to ensure compliance with all current regulations and requirements.

Item	Amount	Reason
Land Preparation and Planting of Long Leaf Pine on 200 Acres of project lands.	$ 35,000	Forest Environmental Solutions, LLC has recommended the planting of Long-Leaf Pine on project-owned properties. The planting of the pines will return the properties to a more original state of over 100 years ago, improve the areas planted to be more compatible with a number of protected species of plants and animals and reduce annual land management costs (annual mowing will be eliminated). Project staff recommends the planting of the pines for RIB Sites 3, 4 and 5. Another benefit is the pines can be harvested when they reach maturity and then be replanted again as a renewable resource. Other sites (1, 2 and 10) could be planted in future years.
Total Buildings & Grounds	**$ 747,275**	

Data Collection:

Item	Amount	Reason
Replacement of Equipment Used in Data Collection Activities	$ 13,350	Replacement of worn-out or damaged laboratory and groundwater sampling equipment such as pH meters, pH probes, conductivity probes, DO probes, monitor well pumps and pump tubing, water level measuring units, water level measuring tapes and probes, various meters, and automatic rain gauges. Also annual replacement of the project's DI water system mixed bed material. Project staff expects to expend the entire amount in this line item and will need the same amount in FY 2018.
Total Data Collection	**$ 13,350**	

FY 2018 R&R Program Sub Total	**$ 1,215,925**
Woodard & Curran 5% Fixed Fee	**$ 60,800**
FY 2018 R&R Program Total Costs	**$ 1,276,725**

Note: The 5% Fixed Fee for the Renewal & Replacement Program line item is included in the total amount. The Fixed Fee is received when purchases are made from this line item. Billing for costs in this line item will be billed to the City and County on a 50/50 basis.

Capital Program

Mechanical:

Item	Amount	Reason
Installation of Concrete Protective Slab Over TM (South Side of SLR) (Installation by Prince Contracting)	$ 23,750	The FDOT is performing a widening re-construction of Sand Lake Road, from Turkey Lake Road to nearly John Young Parkway. Installation of stormwater trunk lines will be in proximity vertically to the TM on the south side of Sand Lake Road where the TM leaves the County's SWRF. City and County wish to have a concrete protective slab installed over the portion of the 42-inch PCCP not within steel casing. Doing so will provide a protective barrier between the new stormwater trunk lines and the existing direct-buried TM, for a length of approximately 25 feet from the end of the steel casing to beyond the south ROW. This work was originally budgeted in FY 2017, but will not be done until sometime in FY 2018. The FY 2017 cost was much higher because it was planned that the work would be done by a WC II contractor. The work will now be done by the contractor for the road widening project and can be done much more cost effective while the road widening contractor is already working in the area. Project staff recommend approval of the requested funds.
Total Instrumentation	**$ 23,750**	

Woodard Curran, Inc.
Water Conserv II
FY 2018 Budget Line Item Explanation

Electrical:

Item	Amount	Reason
RIB Site 2 Conversion to Solar Power	$ 18,650	Project staff recommends the conversion of this RIB site to solar power. Currently when there is a power outage, the site becomes inoperable and flow informnation is lost. Converting this site to solar power will ensure almost 100% uptime and eliminate the maintenance and replacement of electric cables.
RIB Site 3 Conversion to Solar Power	$ 18,650	Project staff recommends the conversion of this RIB site to solar power. Currently when there is a power outage, the site becomes inoperable and flow informnation is lost. Converting this site to solar power will ensure almost 100% uptime and eliminate the maintenance and replacement of electric cables.
RIB 8-01 Conversion to Solar Power	$ 7,000	Project staff recommends the conversion of this RIB site to solar power. Currently when there is a power outage, the site becomes inoperable and flow informnation is lost. Converting this site to solar power will ensure almost 100% uptime and eliminate the maintenance and replacement of electric cables.
RIB 8-03 Conversion to Solar Power	$ 7,000	Project staff recommends the conversion of this RIB site to solar power. Currently when there is a power outage, the site becomes inoperable and flow informnation is lost. Converting this site to solar power will ensure almost 100% uptime and eliminate the maintenance and replacement of electric cables.
RIB 8-06 Conversion to Solar Power	$ 7,000	Project staff recommends the conversion of this RIB site to solar power. Currently when there is a power outage, the site becomes inoperable and flow informnation is lost. Converting this site to solar power will ensure almost 100% uptime and eliminate the maintenance and replacement of electric cables.
RIB 8-07 Conversion to Solar Power	$ 7,000	Project staff recommends the conversion of this RIB site to solar power. Currently when there is a power outage, the site becomes inoperable and flow informnation is lost. Converting this site to solar power will ensure almost 100% uptime and eliminate the maintenance and replacement of electric cables.
RIB 8-08 Conversion to Solar Power	$ 7,000	Project staff recommends the conversion of this RIB site to solar power. Currently when there is a power outage, the site becomes inoperable and flow informnation is lost. Converting this site to solar power will ensure almost 100% uptime and eliminate the maintenance and replacement of electric cables.
RIB 8-09 Conversion to Solar Power	$ 7,000	Project staff recommends the conversion of this RIB site to solar power. Currently when there is a power outage, the site becomes inoperable and flow informnation is lost. Converting this site to solar power will ensure almost 100% uptime and eliminate the maintenance and replacement of electric cables.
RIB 8-10 Conversion to Solar Power	$ 7,000	Project staff recommends the conversion of this RIB site to solar power. Currently when there is a power outage, the site becomes inoperable and flow informnation is lost. Converting this site to solar power will ensure almost 100% uptime and eliminate the maintenance and replacement of electric cables.
RIB 8-11 Conversion to Solar Power	$ 7,000	Project staff recommends the conversion of this RIB site to solar power. Currently when there is a power outage, the site becomes inoperable and flow informnation is lost. Converting this site to solar power will ensure almost 100% uptime and eliminate the maintenance and replacement of electric cables.
Turnout 8T-01/8T-02 Conversion to Solar Power	$ 7,000	Project staff recommends the conversion of this site to solar power. This site is a revenue site for reclaimed water service to existing Water Conserv II customers. Converting this site to solar power will eliminate the loss of revenue when there is a power outage; it also eliminates maintenance and replacement of existing electric cables.
Conversion to Solar Power for Six Master Flow Control Stations in RIB Site 6	$ 34,950	Project staff recommends the conversion of this RIB site to solar power. Currently when there is a power outage, the site becomes inoperable and flow informnation is lost. Converting this site to solar power will ensure almost 100% uptime and eliminate the maintenance and replacement of electric cables.
Total Electrical	**$ 135,250**	

Instrumentation:

Item	Amount	Reason
Installation of Surveillance System for RIB Site 6 Control Building Complex	$ 5,825	The current alarm system for the RIB Site 6 Control Building Complex only detects unauthorized entry. Project staff recommend the addition of a video surveillance system to enhance site security. The site will now be able to be monitored live by the duty operator at the Distribution Center.
Total Instrumentation	**$ 5,825**	

Buildings & Grounds:

Item	Amount	Reason
Distribution Center Fuel System Upgrade	$ 285,175	The current fuel system at the Distribution Center is 31 years old. FY 2017 is the last year Woodard & Curran is able to acquire underground storage tank insurance at a reasonable rate. Due to the age of the system and the double-walled fuel storage tanks being underground, project staff recommends replacement of the system with double-walled above-ground fuel storage tanks, new fueling equipment and a new fuel management system. The price includes removal of the existing tanks and fueling equipment and restoration of the site. The new fuel system will be located at the east end of the maintenance building in close proximity to the on-site emergency generator. The generator requires a double-walled supply pipe between the generator and diesel fuel tank.
Total Buildings & Grounds	**$ 285,175**	

Outside Services – WSP

Item	Amount	Reason
4.1 - Preliminary Design and Permitting for WCII RW Reservoir	$ 150,000	Please refer to PB's attached proposed scope of services for details.
4.2 - Recommendations for Piezometer Changes on RIB Site 6	$ 5,100	Please refer to PB's attached proposed scope of services for details.
4.3 - Evaluation of Need to Retain All of the Supplemental GW Wells	$ 23,500	Please refer to PB's attached proposed scope of services for details.
4.4 - Establish Survey Control for WCII	$ 12,800	Please refer to PB's attached proposed scope of services for details.
4.5 - Realignment of the TM at MM 263.2 on the Turnpike	$ 27,000	Please refer to PB's attached proposed scope of services for details.
Total Outside Services – WSP	**$ 218,400**	

Outside Services – Costs Paid For By Woodard & Curran:

Item	Amount	Reason
4.2 - Recommendations for Piezometer Changes on RIB Site 6 (Costs for Well Drilling Contractor)	$ 70,000	Please refer to WSP's attached proposed scope of services for details. Costs for construction services will be handled through W&C.

Item	Amount	Reason
4.2 - Recommendations for Piezometer Changes on RIB Site 6 (Costs for Surveying Contractor)	$ 2,000	Please refer to WSP's attached proposed scope of services for details. Costs for surveying services will be handled through W&C.
4.4 - Establish Survey Control for WCII (Costs for Surveying Contractor)	$ 33,450	Please refer to WSP's attached proposed scope of services for details. Costs for surveying services will be handled through W&C.
4.5 - Realignment of the TM at MM 263.2 on the Turnpike (Costs for Construction Contractor) (Includes 10% Contingency)	$ 2,475,000	Please refer to WSP's attached proposed scope of services for details. Costs for construction contractor services will be handled through W&C.
4.5 - Realignment of the TM at MM 263.2 on the Turnpike (Costs for Inspection Services & Materials Testing) (Includes 10% Contingency)	$ 66,000	Please refer to WSP's attached proposed scope of services for details. Costs for inspection services and materials testing services will be handled through W&C.
4.5 - Realignment of the TM at MM 263.2 on the Turnpike (Costs for Surveying Contractor) (Includes 20% Contingency)	$ 3,000	Please refer to WSP's attached proposed scope of services for details. Costs for surveying services will be handled through W&C.
4.5 - Realignment of the TM at MM 263.2 on the Turnpike (Costs for Grouting Contractor) (Includes 20% Contingency)	$ 222,000	Please refer to WSP's attached proposed scope of services for details. Costs for grouting contractor services will be handled through W&C.
Total Outside Services – Costs Paid For By Woodard & Curran	**$ 2,871,450**	

FY 2018 Capital Program Sub Total	**$ 3,539,850**
Woodard & Curran 5% Fixed Fee	**$ 177,000**
FY 2018 Capital Program Total Costs	**$ 3,716,850**

Note: The 5% Fixed Fee for the Capital Program line item is included in the total amount. The Fixed Fee is received when purchases are made from this line item. Billing for costs in this line item will be billed to the City and County on a 50/50 basis.

Contingency for OOS Projects/Services

Funds for projects and services that have not been included elsewhere in the annual budget. Monies identified in this line item will be spent by project staff only with the written approval of the clients. The 5% Fixed Fee for all Contingency expenses has been included as a part of the budget line item. Woodard & Curran, Inc. will receive the Fixed Fee for this line item as expenses are incurred and billed to the City and County. Billing for approved projects/services in this line item will be billed to the City and County on a 50/50 basis

Woodard Curran, Inc.
Water Conserv II
FY 2018 Budget Line Item Explanation

Item	Amount	Reason
Contingency For OOS Projects/ Services	$ 238,100	Funds for projects and services that have not been included elsewhere in the annual budget. Monies identified in this line item will be spent by project staff **only with the written approval of the clients**. The 5% Fixed Fee for all Contingency expenses has been included as a part of the budget line item. Woodard & Curran, Inc. will receive the Fixed Fee for this line item as expenses are incurred and billed to the City and County. Billing for approved projects/services in this line item will be billed to the City and County on a 50/50 basis.
FY 2018 Contingency Sub Total	**$ 238,100**	
Woodard & Curran 5% Fixed Fee	**$ 11,900**	
FY 2018 Contingency Total Costs	**$ 250,000**	

WATER CONSERV II
FY 2017 PROPOSED BUDGET
OCTOBER 1, 2017 - SEPTEMBER 30, 2018

Item	FY 2015 Final	FY 2016 Final	FY 2017 Budget	FY 2017 as of 3/31/2017	FY 2017 % Spent as of 3/31/17 (50.00 %)	FY 2017 Projected Expenses	FY 2018 Proposed Budget	Change %	Change $
LABOR									
Direct Labor	$ 787,937	$ 784,016	$ 899,300	$ 390,868	43.5%	$ 875,000	$ 878,350	-2.3%	$ (20,950)
Overhead @ 90%	$ 709,143	$ 705,614	$ 809,375	$ 351,781	43.5%	$ 787,500	$ 790,525	-2.3%	$ (18,850)
Overtime Premium	$ 22,285	$ 19,049	$ 20,000	$ 10,904	54.5%	$ 18,000	$ 20,000	0.0%	$ -
Subtotal	**$ 1,519,365**	**$ 1,508,679**	**$ 1,728,675**	**$ 753,553**	**43.6%**	**$ 1,680,500**	**$ 1,688,875**	**-2.3%**	**$ (39,800)**
Utilities									
Telephone	$ 6,224	$ 8,924	$ 9,000	$ 4,312	47.9%	$ 9,000	$ 9,600	6.7%	$ 600
Other Utilities	$ 6,417	$ 7,559	$ 7,200	$ 4,131	57.4%	$ 7,200	$ 9,000	25.0%	$ 1,800
Subtotal	**$ 12,641**	**$ 16,483**	**$ 16,200**	**$ 8,443**	**52.1%**	**$ 16,200**	**$ 18,600**	**14.8%**	**$ 2,400**
Chemicals									
Sodium Hypochlorite	$ 26	$ 41	$ 50	$ -	0.0%	$ 45	$ 50	0.0%	$ -
Other Chemicals	$ 65	$ 3,590	$ 7,075	$ -	0.0%	$ 6,850	$ 10,400	47.0%	$ 3,325
Subtotal	**$ 91**	**$ 3,631**	**$ 7,125**	**$ -**	**0.0%**	**$ 6,895**	**$ 10,450**	**46.7%**	**$ 3,325**
Repair & Maintenance									
Mechanical	$ 34,337	$ 34,040	$ 31,050	$ 3,226	10.4%	$ 31,000	$ 36,050	16.1%	$ 5,000
Electrical	$ 48,827	$ 51,435	$ 43,050	$ 6,887	16.0%	$ 43,000	$ 48,475	12.6%	$ 5,425
Instrumentation	$ 79,616	$ 82,567	$ 87,100	$ 37,262	42.8%	$ 87,000	$ 92,300	6.0%	$ 5,200
Building & Grounds	$ 29,167	$ 24,632	$ 22,500	$ 10,128	45.0%	$ 22,000	$ 22,500	0.0%	$ -
Small Equipment & Tools	$ 5,210	$ 7,023	$ 6,000	$ 1,149	19.2%	$ 5,750	$ 6,000	0.0%	$ -
Vehicle Repair	$ 16,581	$ 22,486	$ 20,000	$ 10,937	54.7%	$ 19,000	$ 22,500	12.5%	$ 2,500
Lubricants	$ 1,011	$ 3,008	$ 4,500	$ 338	7.5%	$ 4,000	$ 4,500	0.0%	$ -
Equipment Rental	$ 18,119	$ 19,182	$ 17,200	$ 3,786	22.0%	$ 16,000	$ 17,600	2.3%	$ 400
Maintenance Agreements	$ 27,106	$ 32,321	$ 25,400	$ 2,393	9.4%	$ 25,400	$ 34,750	36.8%	$ 9,350
Other Repair & Maintenance	$ 41,753	$ 39,538	$ 38,850	$ 10,592	27.3%	$ 37,750	$ 38,850	0.0%	$ -
Subtotal	**$ 301,728**	**$ 316,233**	**$ 295,650**	**$ 86,698**	**29.3%**	**$ 290,900**	**$ 323,525**	**9.4%**	**$ 27,875**

WATER CONSERV II
FY 2017 PROPOSED BUDGET
OCTOBER 1, 2017 - SEPTEMBER 30, 2018

Item	FY 2015 Final	FY 2016 Final	FY 2017 Budget	FY 2017 as of 3/31/2017	FY 2017 % Spent as of 3/31/17 (50.00 %)	FY 2017 Projected Expenses	FY 2018 Proposed Budget	Change %	Change $
Supplies & Equipment									
Data Collection	$ 6,170	$ 7,014	$ 6,050	$ 3,118	51.5%	$ 6,000	$ 6,650	9.9%	$ 600
Office	$ 4,016	$ 4,271	$ 4,000	$ 2,797	69.9%	$ 3,800	$ 4,500	12.5%	$ 500
Other Supplies & Equipment	$ 2,075	$ 1,754	$ 3,250	$ 276	8.5%	$ 3,200	$ 3,250	0.0%	$ -
Subtotal	**$ 12,261**	**$ 13,039**	**$ 13,300**	**$ 6,191**	**46.5%**	**$ 13,000**	**$ 14,400**	**8.3%**	**$ 1,100**
Operating Expenses									
Dues & Subscriptions	$ 1,650	$ 1,213	$ 2,600	$ 244	9.4%	$ 2,500	$ 2,750	5.8%	$ 150
Training & Certifications	$ 4,422	$ 6,653	$ 3,800	$ 2,120	55.8%	$ 3,800	$ 7,625	100.7%	$ 3,825
Travel	$ 225	$ 1,381	$ 850	$ 73	8.6%	$ 850	$ 575	-32.4%	$ (275)
On-Site Administrative	$ 9,876	$ 16,932	$ 12,650	$ 8,153	64.5%	$ 12,650	$ 16,000	26.5%	$ 3,350
Health & Safety	$ 7,886	$ 7,743	$ 12,550	$ 5,245	41.8%	$ 11,775	$ 13,525	7.8%	$ 975
Other Operating Expenses	$ 27,749	$ 18,159	$ 32,775	$ 12,940	39.5%	$ 31,750	$ 34,375	4.9%	$ 1,600
Subtotal	**$ 51,807**	**$ 52,083**	**$ 65,225**	**$ 28,775**	**44.1%**	**$ 63,225**	**$ 74,850**	**14.8%**	**$ 9,625**
Outside Services									
Groundtek of Central Florida, Inc.	$ 296,372	$ 274,002	$ 334,950	$ 105,403	31.5%	$ 325,000	$ 354,425	5.8%	$ 19,475
Outside Painting Services	$ 81,564	$ 68,625	$ 75,000	$ 38,640	51.5%	$ 75,000	$ 75,000	0.0%	$ -
Contract Locate Service	$ -	$ 37,312	$ 72,000	$ 18,657	25.9%	$ 45,000	$ 45,000	-37.5%	$ (27,000)
WSP|PB	$ -	$ -	$ 447,250	$ 184,214	41.2%	$ 447,250	$ 431,450	-3.5%	$ (15,800)
Design Surveys	$ -	$ -	$ -	$ -	N/A	$ -	$ 15,000	N/A	$ 15,000
E Sciences	$ -	$ -	$ -	$ -	N/A	$ -	$ 8,550	N/A	$ 8,550
Outside Services for WC II Operations Database Maintenance & Support	$ 9,537	$ 18,975	$ 20,000	$ 18,860	94.3%	$ 19,500	$ 8,500	-57.5%	$ (11,500)
Casual Labor	$ 25,318	$ 26,716	$ 31,800	$ 13,455	42.3%	$ 30,000	$ 31,800	0.0%	$ -
Other Outside Services	$ 49,075	$ 45,534	$ 53,100	$ 16,730	31.5%	$ 52,000	$ 55,275	4.1%	$ 2,175
Subtotal	**$ 461,866**	**$ 471,163**	**$ 1,034,100**	**$ 395,959**	**38.3%**	**$ 993,500**	**$ 1,025,000**	**-0.9%**	**$ (9,100)**

WATER CONSERV II
FY 2017 PROPOSED BUDGET
OCTOBER 1, 2017 - SEPTEMBER 30, 2018

Item	FY 2015 Final	FY 2016 Final	FY 2017 Budget	FY 2017 as of 3/31/2017	FY 2017 % Spent as of 3/31/17 (50.00 %)	FY 2017 Projected Expenses	FY 2018 Proposed Budget	Change %	Change $
Total O&M Costs	$ 2,359,759	$ 2,381,310	$ 3,160,275	$ 1,279,619	40.5%	$ 3,064,220	$ 3,155,700	-0.1%	$ (4,575)
O&M 5% Fixed Fee	$ 123,125	$ 132,425	$ 158,025	$ 79,013	50.0%	$ 158,025	$ 157,775	-0.2%	$ (250)
Subtotal of Expenses	$ 2,482,884	$ 2,513,735	$ 3,318,300	$ 1,358,632	40.9%	$ 3,222,245	$ 3,313,475	-0.1%	$ (4,825)
Renewal & Replacement Program	$ 276,653	$ 460,777	$ 476,075	$ 176,493	37.1%	$ 475,000	$ 1,215,925	155.4%	$ 739,850
R&R Program 5% Fixed Fee	$ 13,833	$ 23,039	$ 23,800	$ 8,825	37.1%	$ 23,750	$ 60,800	155.5%	$ 37,000
Capital Program	$ 1,871,648	$ 1,676,105	$ 4,255,475	$ 351,628	8.3%	$ 4,250,000	$ 3,539,850	-16.8%	$ (715,625)
Capital Program 5% Fixed Fee	$ 93,582	$ 83,813	$ 212,775	$ 17,581	8.3%	$ 212,500	$ 177,000	-16.8%	$ (35,775)
Subtotal of Costs	$ 4,738,600	$ 4,757,468	$ 8,286,425	$ 1,913,159	23.1%	$ 8,183,495	$ 8,307,050	0.2%	$ 20,625
Contingency For OOS Projects/Svcs.	$ 112,392	$ 231,977	$ 238,100	$ -	0.0%	$ 225,000	$ 238,100	0.0%	$ -
Contingency 5% Fixed Fee	$ 5,620	$ 11,599	$ 11,900	$ -	0.0%	$ 11,250	$ 11,900	0.0%	$ -
Credit	$ -	$ -	$ -	$ -	N/A	$ -	$ -	N/A	N/A
Total Budget	$ 4,856,612	$ 5,001,044	$ 8,536,425	$ 1,913,159	22.4%	$ 8,419,745	$ 8,557,050	0.2%	$ 20,625

WSP Proposed Scope of Services to Woodard & Curran, Inc.
for
Water Conserv II Project Year 32

June 14, 2017

SCOPE OF SERVICES

1. AS-NEEDED SERVICES

Task 1.1. Internal and External Project-Related Coordination

Coordination with City, County and Operator

As directed by City, County or W&C staff on a case by case basis, WSP will assist the City, County and W&C by providing routine project-related coordination services, including, but not be limited to:

- Preparation of Sections III and IV of the Monthly Status Reports and submittal to W&C;
- Providing routine system operating advice and weekly RIB loading plan review, if requested;
- Attending up to 12 monthly coordination meetings, up to 3 hours each, with W&C;
- Attending up to four quarterly project planning meetings, up to 4 hours each, with W&C, City and County staff;
- Attending miscellaneous coordination meetings, with City and County staff, as requested;
- Attending meetings with stakeholders (growers/customers/developers), as requested;
- Attending meetings with regulatory agencies, as requested;
- Providing assistance during facility tours, if requested.

The Principal-in-Charge and/or the Project Manager and/or other appropriate WSP personnel at the PM's discretion will attend meetings, unless otherwise agreed to by City and County.

Coordination with Lake County/WMDs/FDEP

As directed by City, County or W&C staff on a case by case basis, WSP will respond to inquiries by Lake County, the Water Management Districts (WMDs), and/or the Florida Department of Environmental Protection (FDEP) and/or these entity's representatives.

If requested, WSP will attend coordination meetings with Lake County, the WMDs or FDEP. The Principal-in-Charge and/or the Project Manager and/or other appropriate WSP personnel at the PM's discretion will attend meetings, unless otherwise agreed to by City and County.

TM/DNP Development Plan Review

As directed by City, County or W&C staff on a case by case basis, WSP will assist City, County and W&C with review of and recommendations to development plans for proposed and on-going construction works near and around the Water Conserv II (WCII) Transmission Main (TM) and Distribution Network Piping (DNP). The services provided will consist of engineering review of plans provided by others; attendance at meetings, where necessary and requested; communications with other engineering firms and/or agencies; and preparation of formal responses to inquiries, if appropriate and requested by City, County and W&C.

Coordination with FTE, CFX and/or FDOT

As directed by City, County or W&C staff on a case by case basis, WSP will coordinate with Florida's Turnpike Enterprise (FTE), the Central Florida Expressway Authority (CFX) and/or FDOT (collectively Agency) regarding any proposed roadway projects under Agency jurisdiction that may impact the WCII facilities. WSP's services consist of the following:

- Respond to inquiries by Agency and/or their consultant(s), as requested;
- Attend meetings with Agency and/or their consultant(s), as requested;
- Attend meetings with City, County and W&C, as requested; and
- Prepare preliminary drawings, renderings and cost estimates of facility impacts.

Task 1.2. Coordination Associated with Independence Way Planning and Preliminary Design

As directed by City, County or W&C staff, WSP will coordinate with the Independence Way development team, including the developer or his consultants, Lake County, Orange County Public Works and/or CFX (collectively Agency) regarding this proposed roadway project's impact on the WCII facilities. WSP's services consist of the following:

- Respond to inquiries by developer and/or Agency and/or their consultant(s), as requested;
- Attend meetings with developer and/or Agency and/or their consultant(s), as requested;
- Attend meetings with City, County and W&C, as requested; and
- Prepare preliminary drawings, renderings and cost estimates of facility impacts.

Task 1.3. Maintenance and Support for WCII's Reclaimed Water Operations Database System

As directed by W&C staff, WSP will provide maintenance and support services for the existing WCII Reclaimed Water Operations Database System, which consists of the SQL database, the web-based user interface application and the handheld data collection system (which consists of handhelds and the handheld application). The services will include the following tasks:

- Provide routine and emergency SQL database maintenance and support;
- Provide routine and emergency web-based user interface application maintenance and support;
- Provide routine and emergency maintenance and support of the data collection system; and
- Assist with the update of the operations database system to include system expansions (if applicable).

The costs for the database subcontractor are not included in this Task Order, but are estimated to be $8,500.

Under this ***TASK 1. AS-NEEDED SERVICES***, WSP will also provide, from time to time, other as-needed services to City, County and W&C. Such services will be only at the request of City, County and W&C, and not otherwise provided for in this WCII Project Year 32 Scope of Services.

The services described under ***TASK 1*** will be assigned and performed within the limits of the allocated budget.

2. MONITORING SERVICES

Task 2.1. Groundwater Quality Monitoring

WSP will review and analyze reclaimed water and groundwater quality data associated with the WCII project's permit sampling requirements and provide reporting as follows:

- Review quarterly sampling events and analytical results;
- Prepare quarterly groundwater contour map sets for each of the RIB sites;
- Prepare quarterly memoranda summarizing water quality and key issues; and
- Prepare an annual report summarizing historical trends in water quality.

Task 2.2. Monthly Water Surface Survey of 10 Lakes

WSP will continue the monthly survey of water levels at the following 10 lakes: Johns, Avalon, Black, Crescent, Hancock, Hartley, Hickorynut, Huckleberry, Needham, and Speer.

Each of these 10 lakes will be surveyed on a recurring monthly basis. The field data will be reduced and water surface elevations will be entered into the Project database. These data will also be provided to Orange County Public Works.

The costs for the surveying subcontractor are not included in this Task Order, but are estimated to be $15,000.

3. GOPHER TORTOISE CONSERVATION AREA SUPPORT SERVICES

Task 3.1. Monitoring and Documentation of Gopher Tortoise Conservation Area

WSP will assist City, County and W&C with on-going land management maintenance and monitoring of the RIB Site 6 gopher tortoise conservation area (CA) for compliance with the approved habitat management plan (HMP). Coordination efforts will include assistance in long-range scheduling, continued surveys for Florida *bonamia* and gopher tortoises, post clearing and/or post prescribed burn vegetation surveys, and documentation of tasks conducted under the HMP.

The costs for the ecological subcontractor are not included in this Task Order, but are estimated to be $7,300.

Task 3.2. Sand Skink Habitat Conservation Plan

WSP will continue to coordinate with County, W&C and the U.S. Fish and Wildlife Service (FWS) regarding completion of the application for a sand skink habitat conservation plan (HCP) for the RIB Site 6 CA. The purpose of the HCP is to use the RIB Site 6 CA and HMP as mitigation for future projects on RIB Site 6 with potential sand skink impacts.

The costs for the ecological subcontractor are not included in this Task Order, but are estimated to be $1,250.

Under this ***TASK 3. GOPHER TORTOISE CONSERVATION AREA SUPPORT SERVICES***, WSP may also provide, from time to time, other conservation area support services to City, County and W&C. Such services will be only at the request of City, County and W&C, and not otherwise provided for in this WCII Project Year 32 Scope of Services.

The services described under ***TASK 3*** will be assigned and performed within the limits of the allocated budget.

4. CAPITAL IMPROVEMENT SERVICES

Task 4.1. Preliminary Design and Permitting for WCII RW/SW Reservoir

During FY 2015/2016 under Task Order #42, WSP conducted a conceptual design evaluation of a reclaimed water / stormwater (RW/SW) reservoir and prepared a technical memorandum which presented the results and conclusions of the evaluation. The recommendation was made to:

- consider an unlined RW reservoir, sited on the north side of the proposed Independence Way alignment;
- consider a separate lined SW storage pond, sited on the south side of the proposed Independence Way alignment; and
- site a water treatment facility, capable of withdrawing from either supply source, in between the RW reservoir and the SW pond.

Under this task, WSP will conduct the next step of "Preliminary Design and Permitting" for the potential WCII RW/SW Reservoir to provide more formal detailed assessment for this concept. This work effort will be a level-of-effort assessment based on the budget allocated.

As identified in the conceptual design evaluation technical memorandum, WSP will proceed with the following next steps:

- Perform detailed groundwater modeling for the unlined reservoir option to confirm the preliminary results.
- Conduct a preliminary design of the RW reservoir, the stormwater storage pond, intake structures and treatment facility.
- Initiate formal discussions with USACE and USFWS with the intent of receiving a determination of wetland jurisdiction and direction for sand skink action.
- Engage SJRWMD and FDEP to determine wetland jurisdiction and delineation with the intent of determining the need for mitigation.
- Conduct detailed ecological surveys to confirm what species are actually present, and define mitigation needs where appropriate.

- Assist City/County with engaging Lake County, City of Clermont, SJRWMD, or others in discussions regarding potential partnering and/or cost-sharing.
- Where feasible, initiate appropriate permitting with FWC and FDEP.

The costs for geotechnical, ecological and surveying subcontractors are included in this task.

Task 4.2. Recommendations for Piezometer Changes on RIB Site 6

WCII's RIB Site 6 has an extensive number of surficial piezometers used to assess water levels across the site, which are invaluable in effectively operating the RIBs and preventing adverse off-site impacts. The piezometer readings also provide the raw data for generating groundwater contours across the site, submitted as part of the Groundwater Monitoring Annual Report to FDEP.

Because a number of the existing piezometers are persistently dry (thereby useless), together with the past construction of SR 429, the pending construction of the extension of Hamlin Groves Trail, new residential development adjacent to the RIB site, recent RIB abandonments, and the County's acquisition of portions of the RIB site for a water production facility as well as a water reclamation facility, the present piezometer network does not provide the most efficient and extensive data coverage. WSP recommends conducting an evaluation for the purpose of abandonment or replacement or addition of piezometers.

WSP will perform the following tasks during the piezometer evaluation:

- Identify the chronically dry locations, or those with significant long-term dry gaps, for potential elimination and/or replacement;
- Where RIBs have been abandoned, identify nearby piezometers for potential elimination;
- Identify locations to eliminate redundancy where piezometers are clustered;
- Identify locations for potential addition of piezometers along the RIB site boundary where coverage is sparse; and,
- With W&C's assistance, identify locations of chronic ponding/breakouts within the RIB site for potential addition and/or replacement of piezometers.

It is anticipated that up to twenty (20) piezometers will be recommended to be abandoned and up to ten (10) new piezometer locations will be identified. WSP will coordinate with the drilling contractor (contracted separately by W&C) and assist with the installation of the new piezometers for use by WCII on RIB Site 6. WSP will provide hydrogeological and well drilling support services for the installation of the piezometers. WSP's services consist of:

- Prepare specifications and assist with contractor bidding;
- Observe the piezometer installation; and
- Survey top of casing (TOC) elevations.

The costs for the surveying subcontractor are not included in this Task Order, but are estimated to be $2,000.

The costs for the drilling contractor are not included in this Task Order, but are estimated to be $70,000.

Task 4.3. Evaluation of Need to Retain All of the Supplemental Groundwater Wells

WCII is permitted for a total of 25 supplemental groundwater wells, used to accommodate shortfalls in the reclaimed water supply, particularly for freeze protection and during drought. Eleven (11) wells are under a SFWMD WUP and fourteen (14) wells are under a SJRWMD CUP.

WSP will perform an evaluation to determine whether there is reasonable need to retain all 25 of the supplemental groundwater wells. With assistance and input from W&C, the evaluation will consider such factors as:

- Maintenance history;
- Age of equipment;
- Well location within the distribution network;
- Individual well productivity;
- Historical use;
- Future demand; and
- Permit restrictions.

WSP will prepare a technical memorandum presenting the results of the evaluation and making recommendations for the most cost-effective use of the groundwater wells and their permitted allocation.

Task 4.4. Establish Survey Control for WCII

WCII's original record drawings for engineering design and construction were based on field survey control datum of Universal Transverse Mercator (UTM) Florida East Zone State Plane for horizontal datum and National Geodetic Vertical Datum of 1929 (NGVD 29) for vertical datum. Construction plans prepared since then have changed to a horizontal datum of Florida East Zone State Plane North American Datum 1983 (NAD 83); while the vertical datum used has been inconsistent, sometimes NGVD 29 and sometimes North American Vertical Datum 1988 (NAVD 88). A further complication is that all elevations for monitor wells and piezometers have been based on NGVD 29.

The accepted datums being used by governmental and most private engineering and survey agencies, including Orange and Lake Counties, and Florida Survey Departments, have been revised and updated to NAD 83 for horizontal and NAVD 88 for vertical. In addition, latitude/longitude (lat/long) has become a prevalent horizontal datum due to the proliferation of GPS/GIS and on-line mapping applications.

The purpose of this task is to establish survey control for WCII so that future improvements are consistently designed and constructed using NAD 83 and NAVD 88, and the on-going monitoring of water level elevations will be done using NAVD 88. While WCII's surveyor over the years has established a private network of survey control, it has not been recorded with Orange and Lake Counties or the State of Florida. In addition, over the years some of the existing survey control has been destroyed, and sometimes when replaced has been done in error or with the wrong datum. Another important result from updating the vertical datum will be eliminating inadvertent mistakes when exchanging elevation data with agencies and other engineering firms.

Establish Horizontal and Vertical Survey Control Network

WSP will establish up to twenty-four (24) survey control points (SPCs) by concrete monument with brass disc along the property lines of WCII. The surveyed NAD 83, lat/long, and NAVD 88 information of each SPC will be recorded; and provided to Orange County, Lake County, and Florida Survey Departments.

Establish Property Corners by CCR

Section corners were used to establish the boundaries of WCII property. Many of these section corners have been destroyed with new subdivision construction, ROW acquisition, road improvements, and private land surveys. In addition, some were never recorded or recorded different than the certified corner records (CCRs) of the original Boyle Engineering Surveys of the early 1980s.

WSP will review the Boyle surveys and recorded State of Florida CCRs, along with more recent WCII site surveys. Up to fifteen (15) section corners and/or quarter section corners will be field surveyed and certified per F.S. Chapter 177.507 Certification of Corners.

Update Horizontal and Vertical Survey for Monitor Wells and Piezometers

The survey information in the WCII RW Operations Database for monitor wells and piezometers will be revised to include lat/long coordinates and will be updated to replace NGVD 29 elevations with NAVD 88 elevations.

The costs for the surveying subcontractor are not included in this Task Order, but are estimated to be $33,450.

Task 4.5. Realignment of the TM at MM 263.2 of the Turnpike

During 2016 and 2017 under Task Order Numbers 42 and 47, respectively, WSP conducted the design, preparation of plans and specifications, and bidding for the realignment and protection of the TM. WSP will provide construction phase services for the realignment and protection of the WCII TM at MM 263.2 of the Turnpike. WSP will provide services during the construction phase of this project consisting of the following:

- Conducting construction progress meetings;
- Shop drawing review and RFI responses;
- Providing periodic review and clarification/direction during construction;

- Survey and as-built coordination; and,
- Assisting with substantial/final inspection and acceptance.

The construction work includes but is not limited to the following:

1. Installation of sheet-pile barrier wall(s) to protect existing infrastructure;
2. Installation of restrained-joint 54-inch ductile iron pipe;
3. Draining the section of the existing TM to be replaced;
4. Tie-in of the new section of TM to the existing TM;
5. Abandoning in place or removing the PCCP pipeline that was replaced;
6. Installation of 10-inch HDPE potable water line for OCU; and,
7. As-built survey.

The shutdown of the TM and completion of the tie-in construction work will be done in no more than a 12-hour overnight time period, to ensure minimal disruption to the operation of the TM and the discharges from the WRFs.

The costs for the construction are not included in this Task Order, but are estimated to be $2,250,000.

Materials testing and construction field inspection costs are not included in this Task Order, but are estimated to be $60,000.

The costs for the surveying subcontractor are not included in this Task Order, but are estimated to be $2,500.

SCHEDULE

WSP will perform the professional services described herein within a mutually-agreed timeframe based on input from City, County and W&C. The services described in this Task Order will be performed during the timeframe of October 1, 2017 until September 30, 2018.

ESTIMATED BUDGET

The hourly/unit rate plus direct expenses method of compensation for the services described herein will not exceed the total budget of $649,850 without prior approval from the City and County. The estimates of labor and directs are shown in the following table.

Task	Task Description	Labor Cost ($)	Direct Cost ($)	Sub Cost ($)	Total Cost ($)
1. AS-NEEDED SERVICES					
1.1	Internal and External Project-Related Coordination	302,974	1,026	-	304,000
1.2	Coordination Associated with Independence Way Planning and Preliminary Design	14,802	198	-	15,000
1.3	Maintenance/Support for RW Operations Database System	11,312	188	-	11,500
2. MONITORING SERVICES					
2.1	Groundwater Quality Monitoring	89,800	200	-	90,000
2.2	Monthly Water Surface Survey of 10 Lakes	4,443	57	-	4,500
3. GOPHER TORTOISE CONSERVATION AREA SUPPORT SERVICES					
3.1	Monitoring and Documentation of Gopher Tortoise Conservation Area	3,271	179	-	3,450
3.2	Sand Skink Habitat Conservation Plan	2,874	126	-	3,000
4. CAPITAL IMPROVEMENT SERVICES					
4.1	Preliminary Design and Permitting for WCII RW/SW Reservoir	89,474	526	60,000	150,000
4.2	Recommendations for Piezometer Changes on RIB Site 6	4,978	122	-	5,100
4.3	Evaluation of Need to Retain All of the Supplemental GW Wells	23,289	211	-	23,500
4.4	Establish Survey Control for WCII	12,664	136	-	12,800
4.5	Realignment of the TM at MM 263.2 of the Turnpike	26,753	247	-	27,000
	Totals	**586,634**	**3,216**	**60,000**	**649,850**

The individual budgeted amounts for labor, direct and sub expenses presented in the table are only estimated maximums used to develop the total budget. The individual estimated expenditures by category may exceed their estimated budget; however, the total expenditures shall not exceed the total budget without authorization. Should the subcontractor costs or schedule received from the bidding process for the tasks within the Capital Improvement Services result in the exceedance of the estimated budget shown here, a modification will be issued to the Task Order increasing the budget.

WSP will perform the services up to the amount budgeted in this Task Order. WSP is not obligated to incur any costs beyond the total budget, nor is W&C obligated to pay WSP beyond the total budget amount.

Subconsultant Participation

For this Task Order, WSP proposes using three non-M/WBE subconsultants. The subconsultants that have been identified at this time are Design Surveys, P.A., Ardaman & Associates, Inc., and E Sciences, Incorporated. In order to complete the services described above, from time to time WSP may recommend the use of additional subconsultants to City, County and W&C. The use of additional subconsultants will be only with the approval of City, County and/or W&C.

WOODARD & CURRAN, INC.
WATER CONSERV II
Expense Codes
FY 2018 (10/1/17 – 9/30/18)

ITEM	DESCRIPTION
Labor	
Direct Labor	Labor charges for all on-site full-time employees. Includes the straight-time portion of the overtime hours.
Overhead	Includes all federal government allowable general and administrative expenses incurred that are not specifically identifiable project related costs. The overhead rate is defined as 90% of total labor costs, excluding overtime premium.
Overtime	Labor charges for the premium time portion of the overtime hours.
Utilities	
5204.05 – Telephone	Charges for monthly telephone and Internet service.
5204.08 – Other Utilities	Charges for monthly garbage and recycled materials collection services.
Chemicals	
5204.14 – Sodium Hypochlorite	Purchases of sodium hypochlorite for the Distribution Center potable water system.
5204.26 – Other Chemicals	Purchases of herbicide for weed control on all areas of the project, bait for fire ant control, and pesticides for turnouts and manholes.
Repair & Maintenance	
5204.40 – Mechanical	Parts, equipment, services and supplies purchased to repair, maintain or modify mechanical systems. Includes acetylene and oxygen supplies.
5204.30 – Electrical	Parts, equipment, services and supplies purchased to repair, maintain or modify electrical systems. Includes annual vibration analysis for 8 Distribution Center and 25 supplemental well electric motors and pumps and infra-red analysis for 8 Distribution Center and 25 supplemental well electric motors and all transformers.
5204.36 – Instrumentation	Parts, equipment, services and supplies purchased to repair, maintain or modify instrumentation systems. Includes SCADA system and PC maintenance and supplies; cell phone, Distribution Center Phone System and gas detector maintenance; SCADA system and PLC maintenance programming; database on-site tech support, project server and network tech support and maintenance; and data collection, electrical and instrumentation equipment repair and calibration.
5204.29 – Buildings and Grounds	Parts, equipment, services and supplies purchased to repair, maintain or modify buildings and grounds; the on-site painting program; and mulch for landscaped areas.
5204.34 – Small Equipment & Tools	Equipment, tools, instruments and devices needed to operate, maintain and test project components.
5204.43 – Vehicle Repair	Parts for and repair services performed on project trucks and SUVs.
5204.39 – Lubricants	Oils and greases consumed in the operation, maintenance and lubrication of project equipment.
5204.32 – Equipment Rental	Lease or rental of equipment and tools necessary to operate and maintain the project. Includes the copier and postage machine.
5204.87 – Maintenance Agreements	Continuing service agreements for project equipment and computer programs.
5204.31 – Other Repair & Maintenance	Parts for, repairs to, and maintenance of grounds maintenance equipment, tractors and implements, and heavy equipment.
Supplies & Equipment	
5204.53 – Data Collection Supplies & Equipment	Supplies, equipment, and services purchased to perform data collection and monitoring functions of reclaimed water, surface water and groundwater.

WOODARD & CURRAN, INC.
WATER CONSERV II
Expense Codes
FY 2018 (10/1/17 – 9/30/18)

ITEM	DESCRIPTION
5204.56 – Office Supplies & Equipment	Supplies consumed or equipment purchased in administration of record keeping and office work.
5204.59 – Other Supplies & Equipment	Purchases of supplies and equipment not covered above. Includes janitorial items.
Operating Expenses	
5204.61 – Dues & Subscriptions	Fees for membership dues and subscriptions for project staff and the project.
5204.68 – Training & Certifications	Fees for courses, materials, examinations and certifications for project staff.
5204.69 – Travel	Travel expenses for project staff for project-related work.
5204.76 – On-Site Administrative	E-Pass, postage, Sunshine One-Call, shipping (UPS, Airborne or Federal Express), printing, post office box rental, and bank service charges.
5204.62 – Health & Safety	Supplies, equipment and services to operate and maintain the health and safety program at the project.
5204.71 A – Other Operating Expenses	Permits, bonds, insurance, meeting expenses, emergency event expenses, public relations materials, and other expenses not covered above.
Outside Services	
5204.71 G – Groundtek of Central Florida, Inc. (MBE)	Professional services for all land management and grounds maintenance activities that include, but are not limited to, cultivating RIB bottoms; mowing well routes and fence lines; the annual mowing of all project properties; herbiciding fence lines, RIB bottoms and RIB tops; Transmission Main ROW maintenance; Transmission Main and Distribution Network structure maintenance; and grounds and landscape maintenance at the Distribution Center, RIB Site 6 Control Building and designated ROWs.
5204.71 O – Outside Painting Services	Professional services for the painting of all project buildings, above-ground and in-ground structures and exposed piping.
5204.71 L – Contract Locate Services	Professional services for the processing of all locate requests and performing all locates (pipe and electric cables) for Water Conserv II.
5304.03 – WSP | PB	Professional services provided by Water Conserv II Water Resources Consultant.
5304.04 – Outside Services for WC II Operations Database Maintenance & Support	Professional services for the Water Conserv II Operations Database software development, modification, maintenance, upgrade and programming. Professional services for the development, modification and maintenance of required reports for the reclaimed water and groundwater programs that are generated from the Operations Database.
5204.95 – Casual Labor (Ace Staffing – MBE)	Expenses for casual labor services for labor as needed for (1) land management and grounds and structure maintenance activities at the Distribution Center, RIB Site 6 Control Building, RIB and expansion sites, and the Distribution Network and Transmission Main and (2) assistance with mechanical, electrical and instrumentation PM's and CM's throughout the Distribution Network and Transmission Main.
5204.71 B – Other Outside Services	Uniform purchases, cellular telephone services, annual audit, Lake/Orange County "Weather Watch" program services, Meteorlogix Weather Service package, Water Conserv II web site hosting fees, building pest control services, and courier services for the delivery of samples to the OCU Lab. Also, costs associated with backhoe and front-end loader services that cannot be handled by the project's backhoe and front-end loader.

WOODARD & CURRAN, INC.
WATER CONSERV II
Expense Codes
FY 2018 (10/1/17 – 9/30/18)

ITEM	DESCRIPTION
Fixed Fee	The Fixed Fee rate is 5% and is added to the Total O&M Costs. Woodard & Curran, Inc. receives the Fixed Fee in equal installments through the monthly bill to the City and County, based on prorated flow from the City and County WRFs.
5204.44 – Renewal & Replacement Program	Costs associated with the upgrade or replacement of current project components or systems. Individual items are tracked through the project's inventory program in accordance with Section 2.1.11 of the Contract for Operation, Maintenance and Engineering Services for the Water Conserv II Reclaimed Water System Joint Facilities; components are not. Individual items costing more than $1,000 are tracked through the project's inventory program in accordance with Orange County Property Accounting Department Guidelines; components are not. The 5% Fixed Fee for all Renewal & Replacement expenses has been included as a part of the budget line item. Woodard & Curran, Inc. will receive the Fixed Fee for this line item as expenses are incurred and billed to the City and County. Billing for approved projects/services in this line item will be billed to the City and County on a 50/50 basis.
5204.89 – Capital Program	New Items and services and the upgrade or replacement of current project components or systems, which are purchased for the improvement of the project. Individual items are tracked through the project's inventory program in accordance with Section 2.1.11 of the Contract for Operation, Maintenance and Engineering Services for the Water Conserv II Reclaimed Water System Joint Facilities; components are not. Individual items costing more than $1,000 are tracked through the project's inventory program in accordance with Orange County Property Accounting Department Guidelines; components are not. The 5% Fixed Fee for all Capital expenses has been included as a part of the budget line item. Woodard & Curran, Inc. will receive the Fixed Fee for this line item as expenses are incurred and billed to the City and County. Billing for approved projects/services in this line item will be billed to the City and County on a 50/50 basis.
5204.83 – Contingency For OOS Projects/Services	Funds for projects and services that have not been included elsewhere in the annual budget. Monies identified in this line item will be spent by project staff **only with the written approval of the clients**. The 5% Fixed Fee for all Contingency expenses has been included as a part of the budget line item. Woodard & Curran, Inc. will receive the Fixed Fee for this line item as expenses are incurred and billed to the City and County. Billing for approved projects/services in this line item will be billed to the City and County on a 50/50 basis.